

MINUTES OF MEETING
SOUTHEAST CASS WATER RESOURCE DISTRICT
CASS COUNTY HIGHWAY DEPARTMENT
WEST FARGO, NORTH DAKOTA
MAY 27, 2015

The Southeast Cass Water Resource District met on May 27, 2015, at 8:30 a.m. at the Cass County Highway Department, West Fargo, North Dakota.

Present were Mark Brodshaug, Chairman; Dan Jacobson, Manager; Lance Yohe, Manager; Carol Harbeke Lewis, Secretary-Treasurer; Brenda Lovgren, Administrative Assistant; Sean Fredricks, Attorney for the Board; Kurt Lysne, Engineer for the Board; Brady Woodard, Moore Engineering, Inc.; George Grossman, City of West Fargo; Tom Soucy, Cass County Highway Department; Kelly Visto, Tightline Drainage; Bruce Brand, property owner in Stanley Township; and Jacob Gust, Reed Township resident.

Approval of agenda

It was moved by Manager Jacobson, seconded by Manager Yohe and unanimously carried to approve the order of the agenda.

Minutes

It was moved by Manager Yohe, seconded by Manager Jacobson and unanimously carried to approve the minutes of the April 15 and April 23, 2015, meetings.

Drainage complaint from Truman Kingsley against Bruce Brand in the NE 1/4 of Section 23 in Stanley Township

A drainage complaint was submitted to the Board from Truman Kingsley against Bruce Brand in the NE 1/4 of Section 23 in Stanley Township. Sean Fredricks noted that *Application to Install a Subsurface Drain No. 20146* was approved by the Southeast Cass Water Resource District on July 16, 2014, subject to conditions.

Mr. Brand addressed the Board and said he was not timely with mailing requests for Flowage Easements to the adjacent landowners and did not receive them back. In addition, Mr. Brand received verbal permission from Stanley Township to discharge water into township road ditches. However, written permission was not obtained, which is one of the conditions for permit approval.

Mr. Fredricks pointed out that the permit is not effective until all conditions have been met. Mr. Brand is willing to fulfill the requirements of the conditions and will update the Board on the progress at the next meeting.

Sheyenne-Maple Flood Control District #1 – Storm Improvement District No. 4055 – Christianson 3rd Addition Storm Lift Station (SM 68)

It was moved by Manager Yohe and seconded by Manager Jacobson to approve the *Utility Permit* for the City of West Fargo to install 24" D.I.P. Storm Sewer Forcemain through the Sheyenne-Maple Flood Control District #1, Storm Improvement District No. 4055, in the SW 1/4 of Section 19 in Barnes Township, subject to conditions provided by the Water Resource District Engineer, and to authorize the Secretary-Treasurer to submit a letter to the Corps of Engineers requesting a letter stating they have no objections to the proposed project. Upon roll call vote, the motion carried unanimously.

Sheyenne-Maple Flood Control Projects – reassessment

It was moved by Manager Yohe and seconded by Manager Jacobson to approve and authorize the Chairman to sign Task Order No. 5 for engineering services with Moore Engineering, Inc. regarding reassessment of Sheyenne-Maple Flood Control Districts #1 and #2. Upon roll call vote, the motion carried unanimously.

Drain #21 Improvements Project from Main Avenue to 12th Avenue North

It was moved by Manager Jacobson and seconded by Manager Yohe to approve and authorize the Chairman to sign Task Order No. 2 for engineering services with Moore Engineering, Inc. regarding the Drain #21 Improvements Project from Main Avenue to 12th Avenue North. Upon roll call vote, the motion carried unanimously.

Drain #45 Improvements Project from 12th Avenue NW to the Sheyenne-Maple Flood Control District #1 tieback levee

It was moved by Manager Jacobson and seconded by Manager Yohe to authorize the Secretary-Treasurer to complete and sign the *Application for License Agreement* with BNSF Railway Company regarding the Drain #45 Improvements Project from 12th Avenue NW to the Sheyenne-Maple Flood Control District #1 tieback levee. Upon roll call vote, the motion carried unanimously.

It was moved by Manager Yohe and seconded by Manager Jacobson to approve and authorize the Chairman to sign Task Order No. 3 for engineering services with Moore Engineering, Inc. regarding the Drain #45 Improvements Project from 12th Avenue NW to the Sheyenne-Maple Flood Control District #1 tieback levee. Upon roll call vote, the motion carried unanimously.

2015 Drain #3 and #10 Channel Improvements Project

Kurt Lysne reviewed the proposed project schedule with the Board regarding the 2015 Drain #3 and #10 Channel Improvements Project. The project will run from Cass County Highway 20 to 19th Avenue North. Mr. Lysne discussed the need for right of way with the Airport Authority and they have agreed to allow access through airport property for the project.

It was moved by Manager Jacobson and seconded by Manager Yohe to approve and authorize the Chairman to sign the *Resolution of Necessity* regarding the 2015 Drain #3

and Drain #10 Channel Improvements Project. Upon roll call vote, the motion carried unanimously. A copy of the Resolution is attached hereto.

It was moved by Manager Yohe and seconded by Manager Jacobson to advertise the 2015 Drain #3 and Drain #10 Channel Improvements Project for bids. Upon roll call vote, the motion carried unanimously.

It was moved by Manager Jacobson and seconded by Manager Yohe to approve and authorize the Chairman to sign Task Order No. 4 for engineering services with Moore Engineering, Inc. regarding the 2015 Drain #3 and Drain #10 Channel Improvements Project. Upon roll call vote, the motion carried unanimously.

Drain #27 and #53 assessment districts

Mr. Lysne discussed options for combining the assessment districts for Drain #27 and Drain #53. Several projects are planned in the future for Drain #53. Refinancing options on bond issues were also discussed.

Sheyenne River Snagging and Clearing Project

Brady Woodard updated the board regarding the Sheyenne River Snagging and Clearing Project. All projects are fully complete. A small portion north of 12th Avenue North was cleared by the City of West Fargo. There were no additional updates to report.

Drainage through Cass County Highway 10, south to the Sheyenne-Maple Flood Control District #1 intercept culvert

Mr. Lysne reviewed options for drainage improvements through Cass County Highway 10, south to the Sheyenne-Maple Flood Control District #1 intercept culvert. He believes a culvert needs to be added through Cass County Highway 10, the north highway ditch needs to be cleaned, and improvements are needed to the north-south ditch to the Sheyenne-Maple Flood Control District #1 intercept culvert. The Cass County Highway Department would assist with cleaning the ditch to the intercept culvert. The property owner could work with the Cass County Highway Department to clean the north ditch of Cass County Highway 10.

The Engineer's Opinion of Probable Cost was reviewed. The total estimated project cost is \$60,000. The project location is not within the Sheyenne-Maple Flood Control District #1 assessment district. Chairman Brodshaug will speak to Mike Thorstad, West Fargo City Commissioner, regarding cost-share of the project. He will also speak to David Camrud, representing the property owner involved, regarding the proposed project.

Utility Permit for Minnkota Power Cooperative, Inc. to rebuild the existing above-ground electric transmission line along Veteran's Boulevard, crossing Drain #27 in the E 1/2 of Section 5 in Stanley Township

It was moved by Manager Yohe and seconded by Manager Jacobson to approve the *Utility Permit* for Minnkota Power Cooperative, Inc. to rebuild the existing above-ground electric transmission line along Veteran's Boulevard, crossing Drain #27 in the E 1/2 of

Section 5 in Stanley Township, subject to conditions provided by the Water Resource District Engineer. Upon roll call vote, the motion carried unanimously.

Utility Permit for CenturyLink to install telephone cable under Drain #27 north of 39th Avenue South, near 33rd Street South

It was moved by Manager Jacobson and seconded by Manager Yohe to approve the *Utility Permit* for CenturyLink to install telephone cable under Drain #27 north of 39th Avenue South, near 33rd Street South, subject to conditions provided by the Water Resource District Engineer. Upon roll call vote, the motion carried unanimously.

Items for review and comment, with input provided by the Water Resource District Engineer

It was moved by Manager Jacobson and seconded by Manager Yohe to approve and authorize the Secretary-Treasurer to submit comment on the following, with input from the Water Resource District Engineer:

- Correspondence from the Fargo Department of Planning and Development as follows:
 - June preliminary packet
 - Schatz 3rd Addition – zoning changes
- Correspondence from West Fargo Planning as follows:
 - Westview 22nd Addition

Upon roll call vote, the motion carried unanimously.

Cass County Weed Control Work Order

It was moved by Manager Jacobson and seconded by Manager Yohe to approve the Cass County Weed Control Work Order form for spraying Southeast Cass Water Resource District facilities. Upon roll call vote, the motion carried unanimously.

Bills

It was moved by Manager Yohe and seconded by Manager Jacobson to approve payment of Checks #11844, #11896 through #118920, #11937, and #11938, the electronic funds transfers and the debit card transactions, as amended. Upon roll call vote, the following Managers voted in favor: Brodshaug, Jacobson, and Yohe. The Chairman declared the motion passed.

2014 Audit

It was moved by Manager Yohe and seconded by Manager Jacobson to approve the 2014 Audit of the Southeast Cass Water Resource District. Upon roll call vote, the motion carried unanimously.

Adjournment

There being no further business for the Board to consider, it was moved by Manager Jacobson, seconded by Manager Yohe and unanimously carried to adjourn the meeting.

APPROVED:

Mark Brodshaug
Chairman

ATTEST:

Carol Harbeke Lewis
Secretary-Treasurer